

IARC MONOGRAPHS PROGRAMME – HOUSEKEEPING DETAILS

Lyon transportation network: The Lyon transportation network (TCL) includes integrated bus, metro (subway), and tram service that operates from 05h00 until approximately 00h30, every day. There are also two funicular lines, from Vieux Lyon to Fourvière and to St. Just, which operate from approximately 06h00 until 22h00, every day. The same tickets are valid on all lines and for transfers between lines.

Tickets must be stamped to validate them at first use and when transferring from metro or tram to bus and vice versa. Machines for this purpose are at all metro entrances and on all trams and buses. A single-use ticket is valid for travel with unlimited transfers and stopovers allowed, for a period of one hour from the first validation. Tickets can be purchased from machines at metro station entrances and on tramway platforms, from TCL offices at metro transfer stations and terminals and from the news agent next to the IARC or at Bellecour. American credit cards usually do not work in the vending machines and bills are not accepted. Purchase of a 'carnet' of 10 tickets confers a significant reduction from the single-ticket price. If you stay working late at the Agency, you might find that the nearest entrance at Grange Blanche is closed, but at least one of other entrances will be open. Pickpockets thrive in crowded public places in Lyon, especially the buses and metro trains. Protect your property, and try not to look like a first-time visitor.

Airport tramway: A tramway runs every day, from 5 AM to midnight. For more info, please see the document 'Hotel description and directions' and at <http://www.rhonexpress.fr/>.

IARC buildings: IARC is located at 150 cours Albert Thomas (metro station, Grange Blanche), in the 8th arrondissement of Lyon. There are three buildings in the IARC complex. The reception desk in the tower building is staffed 24 hours a day every day, including weekends and holidays (telephone: 04.72.73.84.85). IMO is located on the 5th floor of the tower (NB: in France, the ground floor is the 0th level). Access to the building is possible at any time by staff pass or by pre-arrangement for visitors.

Fax and e-mail: They can be sent and received through IMO at imo@iarc.fr; fax: +33-4-72.73.83.19.

Meeting rooms: All meeting rooms used by the Monographs Programme are in the main IARC (tower) building. The Princess Takamatsu Hall, the Auditorium, the Calum Muir Lounge and R13 are on the ground level. Sasakawa Halls A and B are on the level below, beneath Princess Takamatsu Hall.

Coffee/tea breaks: Morning coffee and afternoon tea will be served in the central foyer on the ground floor as indicated on the meeting schedule.

Cafeteria: The IARC cafeteria is on the 12th floor and serves luncheon Monday through Friday, noon to 14h00. A special arrangement for Saturday will be proposed. A specific lunch hour (usually 13h00–14h00) will be suggested for meeting participants to minimize congestion in the serving line. The coffee bar is open from 8h30 to 11h15, 12h00 to 14h15. Coffee machines are available at the ground floor.

Opening reception: A small reception will be held in the cafeteria coffee bar at 17:45 on the first day of the meeting. If you travel with family members or a partner, they are of course also welcome.

Reimbursements/per diem: Expense claim forms will be collected before the meeting starts on the first day, except for those who are covering their own expenses. Per diem will be paid in cash during the afternoon tea break on the same day, unless other arrangements have been made. Reimbursement of travel expenses will be made during the week.

Group photo: A group photo will be taken at the beginning of the morning coffee break on the first day of the meeting.